

Hazardous Waste Division Work Order

Date Submitted	05/18/09	Date Due
By	Clay McDaniel	Function Code

<p style="text-align: center;">Copy</p> <p><input type="checkbox"/> Quantity</p> <p><input type="checkbox"/> Paper type copy</p> <p><input type="checkbox"/> Paper Size 8.5 X11</p> <p><input type="checkbox"/> White</p> <p><input type="checkbox"/> Color None</p> <p><input type="checkbox"/> One-sided</p> <p><input type="checkbox"/> Double-sided</p> <p style="text-align: center;">Binding</p> <p><input type="checkbox"/> 3-hole punch</p> <p><input type="checkbox"/> GBC (cone) bind</p> <p><input type="checkbox"/> Acco (two-hole) bind None</p> <p><input type="checkbox"/> Staple None</p> <p><input type="checkbox"/> SOP</p>	<p style="text-align: center;">Distribution</p> <p><input checked="" type="checkbox"/> All carbon copies</p> <p><input type="checkbox"/> Include enclosure</p> <p><input type="checkbox"/> No enclosure</p> <p><input checked="" type="checkbox"/> Central Records</p> <p><input type="checkbox"/> Correspondence file</p> <p><input type="checkbox"/> BC: (include address in remarks)</p> <p><input checked="" type="checkbox"/> Originator</p> <p style="text-align: center;">Pamphlets</p> <p><input type="checkbox"/> Double fold</p> <p><input type="checkbox"/> Triple fold</p>
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Mailing Addresses:

On letter

Remarks:

c.c. list:

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Annette Cushner,

Ryan Benefield,
James Nunnley

Bob Hampton
Berea Little

Let me know if you need anything, thanks.
